

KAPLAN CITY Marshal (Entity Name)
Kaplan, Vermilion City, Parish

TRANSMITTAL LETTER

ANNUAL FINANCIAL STATEMENTS

(Date) 9/25/13

Ms. Suzanne Elliott
Engagement Manager
Office of Legislative Auditor
1600 North Third Street
Baton Rouge, LA 70802

Dear Ms. Elliott:

In accordance with Louisiana Revised Statute 24:513, enclosed are the Affidavit and Revenue Certification Form and the annual financial statements for my office, as of and for the year ended June 2013. The statements include all funds under the control of this entity. The accompanying financial statements have been prepared on the cash basis of accounting.

Sincerely,

Ruby Thibeaux
Officer's Signature

Ruby Thibeaux
Officer's Name

Enclosures

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENT FOR YOUR RECORDS

Please return the completed form within 90 days of your entity's year-end to Office of Legislative Auditor –
Local Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Affidavit and Revenue Certification

KAPLAN City Marshal ENTITY NAME
Vermilion Parish
Kaplan, LA (City), State

ANNUAL SWORN FINANCIAL STATEMENTS AND
CERTIFICATION OF REVENUES \$50,000 OR LESS (if applicable)

The annual sworn financial statements are required by Louisiana Revised Statute 24:514 to be filed with the Legislative Auditor within 90 days after the close of the fiscal year. The certification of revenues \$50,000 or less, if applicable, is required by Louisiana Revised Statute 24:513(l)(1)(c)(i).

Personally came and appeared before the undersigned authority, Ruby Thibaux
Marshal (officer name), who, duly sworn, deposes and says that the financial statements
herewith given present fairly the financial position of Kaplan City Marshal (entity name)
as of June 2013 (entity's year-end), and the results of operations for the year then
ended, in accordance with the basis of accounting described within the accompanying financial statements.

(Complete if applicable)

In addition, Ruby Thibaux (officer name), who, duly sworn, deposes and says that
Kaplan City Marshal (entity name) received \$50,000 or less in revenues and other
sources for the year ended June 2013, and accordingly, is not required to have an audit for
the previously mentioned year.

Ruby Thibaux
Officer Signature

Sworn to and subscribed before me this 26 day of Sept., 2013

Christine L. Tiber ID# 90658
NOTARY PUBLIC

Officer's Name _____
Officer's Title _____
Address _____
Ph/Fax/E-mail _____

Statement A

KAPLAN City Marshal (Agency Name)

Statement of Cash Receipts and Disbursements
For the Year Ended June 2013 (Year-End)

	General Fund	Other Fund	Total
RECEIPTS (Provide Brief Description):			
1. City, State, Civil, Evictions, probation	\$ 15,056.14	\$	\$ 15,056.14
2. Garnishment		9,173.78	9,173.78
3. Seizures		- 0 -	- 0 -
4.			
5.			
6. Total receipts (add lines 1 - 5)	<u>\$ 15,056.14</u>	<u>\$ 9,173.78</u>	<u>\$ 24,229.92</u>
DISBURSEMENTS (Provide Brief Description):			
7. General Government	\$ 14808.28	\$	\$ 14808.28
8. Garnishment		6066.67	6066.67
9. Seizures		- 0 -	- 0 -
10. Equipment depreciation	899.70		899.70
11.			
12.			
13. Total Disbursements (add lines 7 - 12)	<u>\$ 15,707.98</u>	<u>\$ 6,066.67</u>	<u>\$ 21,774.65</u>
14. Change in fund balance (Lines 6 minus 13)	\$ 4,651.84	\$ 3,107.11	\$ 2455.27
15. Fund Balance at beginning of year	\$ 5,269.69	\$ 868.71	\$ 6,138.40
16. Fund balance (deficit) at end of year (Add lines 14-15) --This amount also goes on line 12, Statement B	<u>\$ 4,617.85</u>	<u>\$ 3,975.88</u>	<u>\$ 8,593.73</u>

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Statement B

Kaplan City Marshal (Agency
Name)

Balance Sheet, on June 2013 (Year-End)

	General Fund	Other Fund	Total
ASSETS (balances at year-end) -Give brief description:			
1. Cash and cash equivalents on hand	\$ 4,617.85	\$ 3,975.88	\$ 8,593.73
2. Investments (fair value) on hand			
3. Office furnishings (Cost of desks, etc)			
4. Equipment (Cost of fax machine, etc)			
5. Other (brief description)			
6. Total Assets (add lines 1 - 5)	\$ 4,617.85	\$ 3,975.88	\$ 8,593.73
LIABILITIES AND FUND BALANCE (at year-end):			
7. Liabilities (give brief description):			
8.	\$	\$	\$
9.			
10.			
11. Total Liabilities (add lines 7 - 10)			
12. Fund balance (amount from Line 16 on Statement A)	4,617.85	3,975.88	8,593.73
13. Other			
14. Total Liabilities and Fund Balance (add lines 11 - 13)	\$ 4,617.85	\$ 3,975.88	\$ 8,593.73

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